DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 3/10/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	TO FILE A COMPLAINT CALL 262-446-7800

Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202 065, DCF 250 04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f)., DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s) Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat 48.657 This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715 If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
Simon Says Early Lrng Center Llc		9000593329 / 001 - 2008373	
Address - Facility (Street, City, State, Zip Code) 5001 W Mill Rd Milwaukee WI 532181410	Telephone Number 414-231-3829	Date - Regulation Visit 2/2/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.06(2)(gm) **Premises - Well Drained, Clean, In Good Repair** Description The premise was not in good repair at the time of licensing visit. The men's bathroom sink, in the main hallway, was observed leaking. Water was observed on the floor around the sink. Repeat violation: Previously cited on 8/6/2025	The sink needed to be tightened and was completed on 2/3/26	2/3/26	
2	251.06(4)(d) **Exits & Passageways - Unobstructed, Minimum Width** Description. Exits and exit passageways did not have a minimum clear width of three feet and were unobstructed by objects. An art easel was observed in front of the exit door in the two-year-old room, an infant jumper/bouncer was in front of the exit door in the infant room. The art easel was moved during licensing visit.	Items were removed during licensing visit from in front of exit. Signs have been posted stating to keep exits clear	2/3/26	

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3	251.07(3)(g) **Tables & Seating - Height & Size** Description Tables and seating in the two-year-old room was not scaled to the proper height and size for the children□s comfort and reach. Multiple children were observed sitting in the smaller chairs with their knees hitting the table	BIGGER TABLES & CHAIRS WERE MOVED INTO THE 1\R OLD CLASSROOM	2/3/26	
4	251.07(5)(b)5. **Eating Surfaces - Cleaned, Sanitized** Description Eating surfaces in the two-year-old room were not washed and sanitized before use. Children were observed sitting at the tables, getting up to wash hands and returning to the tables.	STAFF MEETING WAS HELD ON 2/3/26 and went over rules for Santizing and disinfecting tables.	2/3/26	
5	251.07(6)(dm)2. **Medical Log - Pages & Entries** Description Three entries in the medical log book, from 8/27/25, 11/12/25, and 12/10/25, were not signed or initialed by the person making the entry.	Corrected during licensing visit on 2/2/26	2/2/26	

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6	251.07(6)(f)1.a. **Medication Administration - Parent Authorization** Description An incomplete medication authorization form was observed on the premise at the time of licensing visit. Form lacked a start and end date for an inhaler and was signed by the parent in October 2025. Repeat violation: Previously cited on 8/6/2025	COMPLETED ON 2/3/26 PARENT WAS ADVISED FORM NEEDED START AND END TIME	2/3/26	
7	251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description Child care workers did not document changes in a child□s development and routines every three months, based on discussions with the parent. A child in care was due for a documented update in December.	FORM WAS UPDATED on 2/3/26 after staff visit	2/3/26	
8	251.09(3)(a)2 **Infant & Toddler - Food & Formula Brought From Home** Description An open container of formula, brought from home and located in a child□s cubby, was not labeled or dated. Repeat violation: Previously cited on 10/7/2025	Staff was reminded of rule during staff visit. ALL formula was checked and dated on 2/2/26	2/2/26	

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9	251.09(4)(a)5 **Infant & Toddler - Soiled Diapers Disposal** Description: The diaper container in the two-year-old room was not hands free at the time of licensing visit The room contained a □Diaper Genie□ which required staff to open the top with their hand.	DIAPER GENIE WAS REMOVED FROM CLASS, WILL USE HANSFREE GARBAGE CANS UNTIL REPLACED	2/2/26	

NAME - Agency Worker
Kayla Sands, Maureen Slatten

Date Issued
2/23/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
2/24/26